

MEMORANDUMS OF UNDERSTANDING

Memorandum of Understanding
Between
Burbank Unified School District
And
California School Employees Association Chapter #674
Bell Schedule Change
February 25, 2025

Whereas, Article 10.1 of the collective bargaining agreement between California School Employees Association Chapter 674 ("CSEA") and Burbank Unified School District ("District"), states, "any changes to an employee's fixed and regular work schedule shall be referred to the District and Association to negotiate; and

Whereas, the Burbank Unified School District was able to temporarily hire five elementary physical education teachers and five elementary physical education aides to provide specialized physical education instruction in grades third through fifth, which also permitted contractually required preparation time for teachers in those grades; and

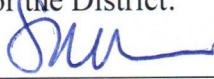
Whereas, the one-time funding source utilized to fund the specialized elementary physical education program will be depleted at the end of the 2024-25 school year; and

Whereas, the District is required to change bell schedules at all eleven elementary schools to allow for adequate and contractually-required preparation time for third through fifth grade teachers and to adjust for the elimination of the elementary physical education teachers;

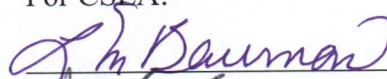
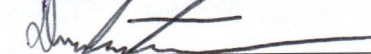
Now, therefore, the District and CSEA commit to meet and confer to review the impacts to CSEA employees fixed and regular work schedule as a result of changes to the bell schedule, so long as the District provides proper notice to all impacted employees by April 30, 2025 of their new work schedule, AND there is no loss of compensation, hours or entitled benefits to any member as a direct result of the bell schedule changes. The change to the start time for all affected members shall not exceed 15 minutes. A list of all affected classifications is attached to this Agreement.

This memorandum of understanding shall not be precedent setting for any future changes to bell schedules or changes to employees' fixed and regular work schedules.

For the District:



For CSEA:

 2-25-25
 2/25/2025